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RULES AND REGULATIONS
FOR
DRIVERS & CONDUCTORS
OF THE
TORONTO STREET RAILWAY Co.



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Toronto Street Railway Co.

OFFICERS.

HON. FRANK SMITH, - - - *President.*

JAMES GUNN, - - - *Secretary.*
Geo. Trimble

~~JOHN PRATT,~~ - - - *Superintendent.*

CONDUCTOR'S
RULES AND REGULATIONS
OF THE
Toronto Street Railway Co.

1. He is, while on duty, to abstain from the use of intoxicating drinks, from smoking, from using *profane* language, and *avoid all unnecessrry* conversation. He is to be *cleanly* in his *personal* appearance. Must be *polite* and *courteous under all circumstances*. It will be his duty to keep the seats, and the *inside* glass of the car clean.

2. He must be at the car-house *ten minutes* in advance of *his* leaving time therefrom. Conductors going on duty during the day must report to the starter fifteen minutes ahead of starting time. Any Conductor failing to respond forthwith, shall *lose* his car for one week, and be placed at bottom of Extra List.

Extra Conductors will report to starter ten minutes previous of the starting time of first Car, also from 11 to 1 and 5 to 7 daily, ready for duty if needed. Extras complying with this Rule will be used ahead of those failing to be on hand whenever vacancies occur.

He must start promptly from the terminus of his route on card-time, always keeping his watch exact with the clock at St. Lawrence Hall, and must obey the orders of the starter at all times.

3. His position when on duty, and not collecting fares, or seating passengers, will be on the *rear* platform, with his back to the car, excepting when within the last half-mile of his route, then he will face the Car. He is to distinctly announce within the Car, the names of *all* streets as they are approached, (See special rule.)

4. He will endeavor to be on the rear platform as much as possible when the Car is passing street corners, and never go inside to collect fares as the Car approaches prominent cross-streets, but immediately after the car has passed.

5. He shall in no case give any Driver or other person in the employ of this Company any fee, gift, gratuity, cigar, treat, or entertainment whatever, and, it shall be his duty to report forthwith to the Superintendent or his assistant the name of any person who shall claim from him, directly, or indirectly, anything of the kind. He must collect fare from every person, except employees known to be actually in employ of the Company at the time.

6. The Driver and Car will be under the control of the Conductor, subject to the Rules for Drivers. If any Driver shall at any time attempt to diminish the receipts of any Conductor by increasing the speed of the Car, or by not promptly stopping for passengers, or upon the signal of the Conductor, or shall directly or indirectly harass any Conductor, or be guilty of any other gross misconduct, it shall be the duty of the Conductor to report the same *in writing* to the Superintendent or his Assistant.

7. He is to stop the Car in taking up or letting off passengers at the farther crosswalk in going either way, and will not start his car until they are fairly received or landed ; he will also see that no team is approaching from which they might receive injury. He must be attentive and civil to all passengers, giving especial attention to ladies, children and elderly persons while getting in or out of the

Car, and, as far as possible, to provide seats for all persons on the car.

8. Passengers must not be allowed to stand upon the *rear* platform or steps when there are seats or standing-room inside, but be *politely* requested to take seats or stand inside the Car. The Conductor is to render all needful assistance to passengers having children, parcels, etc., and especially to ladies, children and elderly persons, and will not allow obscene or profane language, drunken or disorderly conduct upon the Car, but on *no account* is a passenger to be ejected *while the Car is in motion* for any of the above causes, and must also report in writing to the Superintendent or his Assistant, stating full particulars of all disturbances or disputes arising on the Car.

9. ACCIDENTS.—He will use his utmost care and caution to prevent accidents of any kind to *persons or property*, ~~and to the property of the Company~~. If any accident occurs, he must report the same as soon as possible *in writing on blanks* furnished in Receiver's office, placing the same on file, giving *full particulars and details*, stating number of the Car, Driver's name, and as far as he is able, obtain the names and addresses of all the witnesses to the accident. If any *persons* are injured, *however slightly*, he must obtain *their* names and addresses in full, and render all assistance in his power. He will be held responsible to the Company for all damages caused by his neglect of duty or carelessness.

10. He is to immediately obey the Driver's tap of the bell to collect fares from passengers on the front platform, and on reaching the platform will say in a *distinct* voice, "Fares, gentlemen!" at the same time asking the Driver "How many?" In collecting within the Car the Conductor will say, "Fares, please!" or "Tickets, please!" He will also render all needful assistance to his Driver when

it may be necessary to detach the horses from the Car, and at all turning points he must take the horses by the lines when they are to be changed from one end of the car to the other.

11. He will not allow upon the car, trunks, packages, or any other large articles, that may interfere with the accommodation of passengers, and *all articles left upon the car must be deposited with the Receiver at once.*

12. ~~He must not allow any person to ride upon the rear platform, or to stand upon the cars, or to use any other part of the cars, except as directed by the Receiver.~~
He will report all defects in the road, Cars, or horses, to the Superintendent or his Assistant immediately. He will not allow show-bills etc. upon the Cars without the special permission of the Superintendent. Passengers are not allowed to smoke upon any part of Cars. You will not permit your Driver having a student or otherwise, or *any employee of this Company* to ride upon the rear platform.

To prevent accidents and confusions, passengers should be requested *not to* ring the bell; the Conductor should ascertain where they wish to get off.

Cars moving towards the office will have the preference of track over those moving in the opposite direction, excepting Cars on curves. Cars must not be permitted to pass each other on curves.

13. He will be furnished at the Receiver's office every night with a "Trip Sheet," on which he must write in plain figures the total number of passengers carried on each half-trip, total number of ticket-passengers, total number of cash passengers, as columns denote thereon, also the starting time from each end of his route, ~~distance~~ ^{date}, signed, and bear the number of his badge and Car. You must add up the three columns "Total Passengers," "Total Tickets," and "Total Cash," before depositing it with the Receiver each night on the last trip.

Note each half-trip you make, numbers of cars used, when changed, numbers of stock, etc., as columns suggest. Conductors must be very *precise* and *correct* in getting their Driver's *full* name, and keeping their trip sheets in a business-like manner.

14. He is not to absent himself from duty *for less than a day*, and *then only* by the consent of the Superintendent or his Assistant. He is to assist in taking his Car out from the car-house, and in putting it back. He will also close the windows, extinguish the lights, close the doors, and sign his name in the proper place upon the Bulletin board before leaving the car-house.

15. Every Conductor will be required to have a copy of these Rules and Regulations at all times when on duty, and be found familiar with them. Any wilful or careless violation of the above Rules and Regulations will be sufficient cause for discharge. Special Rules in addition to the above will be found posted in the Superintendent's office.

16. Any Conductor who may have been discharged for cause cannot be restored to duty except by special order.

JOHN PRATT, Supt.

JUNE 1, 1880.

TIME TABLE

OF THE

Toronto Street Railway Company.

KING STREET.

(Blue Light and Flag.)

Leave Don Bridge—	Leave Strachan Avenue—
5.55 a.m.	6.30 a.m.
6.15 “	6.50 “
7.05 “	7.40 “
7.25 “	8.00 “
7.45 “	8.20 “
And every 10 minutes till	And every 10 minutes till
9.15 p.m.	9.50 “
9.35 “	10.10 “
9.55 “	10.30 “
10.15 “	10.50 “

SHERBOURNE STREET.

(Red Light and Flag.)

Leave Bloor Street—	Leave cor. Front & York Sts. for Bloor—
6.20 a.m.	6.50 a.m.
7.00 “	7.30 “
7.20 “	7.50 “
8.00 “	8.30 “
And every 10 minutes till	And every 10 minutes till
9.00 p.m.	8.30 p.m.
9.20 “	8.50 “
*9.40 “	9.10 “
*10.00 “	9.30 “
10.20 “	9.50 “
*11.20 “	10.50 “

* Those marked only run to St. Lawrence Hall.

Cars to Winchester Street—

Green Light.

Leave Parliament Street—	Leave cor. Front and York Streets—
6.25 a.m.	7.05 a.m.
7.35 “	8.05 “
8.15 “	8.45 “
And every 20 minutes till	And every 20 minutes till
9.55 p.m.	9.25 p.m.
10.55 “	10.25 “

SUBJECT TO ALTERATIONS.

SPADINA AVENUE.

(Yellow Light and Flag.)

Leave St. Lawrence Hall—

6.00 a.m.

7.00 "

And every 10 minutes till

7.30 p.m.

8.00 "

8.30 "

9.00 "

9.30 "

10.00 "

Leave Bathurst Street—

6.30 a.m.

7.30 "

And every 10 minutes till

8.00 p.m.

8.30 "

9.00 "

9.30 "

10.00 "

10.30 "

YONGE STREET.

Leave Yorkville—

*5.45 a.m.

6.30 "

7.00 "

7.30 "

And every 10 minutes till

9.10 p.m.

9.20 "

9.30 "

9.50 "

*10.40 "

Leave St. Lawrence Mar-
ket for Yorkville—

7.05 a.m.

8.05 "

8.35 "

9.05 "

And every 10 minutes till

10.45 p.m.

11.05 "

11.25 "

Extra cars run between Yorkville and King St. from
8.45 a.m. till 7.45. p.m., making 5 minutes time.

*Cars marked thus only run to King Street.

QUEEN STREET.

Leave St. Lawrence Hall
for Parkdale—

*6.05 a.m.

6.55 a.m.

7.25 "

7.55 "

And every 10 minutes till

9.35 p.m.

9.55 "

10.15 "

Leave Parkdale—

6.30 a.m.

7.30 "

8.00 "

8.30 "

And every 10 minutes till

10.10 p.m.

10.30 "

10.50 "

* This car leaves the cor. of King and Yonge Sts.

SUBJECT TO ALTERATIONS.

• This Company Comprises the Following Routes :

KING STREET.

SHERBOURNE STREET.

SPADINA AVENUE.

YONGE STREET.

QUEEN STREET.

DRIVER'S

RULES AND REGULATIONS

OF THE

Toronto Street Railway Co. .

1. He is, while on duty, to abstain from the use of intoxicating drinks, from smoking, the use of profane language, and is to avoid all unnecessary conversation. He is to be cleanly in his personal appearance ; must be polite and courteous under all circumstances. It will be his duty to keep the outside of his car clean.

2. He must be at the Car-house fifteen minutes in advance of his starting time, and must obey the orders of the Barn Foreman or his assistant, and starting agents, and will be under the directions of the conductor while on the street, if such directions are not in violation of any of the following rules.

3. He must start his horses by the bell. Two strokes to go ahead. One stroke to stop, and several strokes in rapid succession to drive faster. He will obey the bell signals promptly. He must not allow his horses to start abruptly from the bell signal. Must constantly keep as tight a rein as they will permit of, keeping his right hand on the brake, thus maintaining instant control over horses and car ; starting his horses (except to avoid an accident) slowly and with caution.

4. He must know that the conductor is on the rear end of the car before starting, and must not start the car except by the bell signal, or, in the case of open cars, the conductor's whistle. The car should be gently slackened in speed as it approaches prominent cross-streets. Walk your horses around curves, over switches, at intersections of other tracks. In case of a collision at the junction of two tracks or a curve, the drivers on both cars will be *discharged*.

5. He will keep a vigilant watch for persons who may wish to enter his car. Will not look back into the car, but will depend upon the bell signal. He will request passengers to get on and off the car at the rear end, and at the side nearest the sidewalk, making all stops at the farther crosswalk, and be particular to bring the rear end of the car to the cross walk. He must not allow children to ride on the front platform unattended, or to run along side of or hang on the car. He will exercise extreme caution in crossing streets to avoid accident. If an accident occurs, he must report the same within 24 hours at the Superintendent's office, giving all particulars and details as far as he is able. If persons are injured, however slightly, he must obtain names and addresses in full, and render all assistance in his power. If damage to the company's property, he will report the full particulars at the Superintendent's office within 24 hours. He will be held responsible to the company for all DAMAGES to PERSONS or PROPERTY caused by his neglect or carelessness. Imperfections of track must be reported to Track Foreman as soon as possible.

6. He will be civil to passengers, teamsters, and all other persons. In cases of obstruction on the track, he will sound his bell, speak pleasantly and politely, requesting them to move. He must PROMPTLY notify the conductor, by STRIKING the BELL, when there are PASSENGERS on the FRONT

PLATFORM, or in the car from the front door, and will notify the conductor the number of fares to be collected. He will call upon the conductor to render any needful assistance, when it may be necessary to hold the horses or detach them from the car, and at all turning points, it is the conductor's duty to take the horses by the lines when they are to be changed from one end of the car to the other. He is not to leave his horses or car without the permission of the Superintendent, barn foreman, or the starter. He will give his undivided attention to looking for passengers, the care of his horses and car, and avoiding all unnecessary conversation. He will never detach his horses from the car while it is in motion. RACING is STRICTLY PROHIBITED on any part of the road.

7. Cars running in different directions must not stop abreast of each other when transferring or or delivering passengers. When cars are passing each other, drivers should slacken the speed of their horses, and gently put on the brake to guard against accidents to persons who may be crossing the street in the rear of either car. He should always preserve room for teams to pass between his horses and the car in front, and in all places where streets are dug open for any purpose, endangering the safety of your horses, they must be detached from the car. He will stop his car twenty feet in advance of a car headed in the opposite direction, while such car is receiving or letting off passengers.

8. The loss of driving time, upon any portion of the route, with an increase of speed faster than card time upon any portion of the route, or an attempt to induce the conductor to pass any person not entitled to ride free ; or neglecting to report the conductor who fails to answer your bell promptly for the collection of fares upon the front platform or in the car from the front way will be sufficient cause for discharge. Employees known to be in the em-

ploy of the company at the time, may be passed free.

9. He must notify passengers that it is a violation of the rules for them to enter or leave the car by the front platform, but must stop his car for persons attempting to get on or off the front platform; and in cases of refusal to pay fare, drunken or disorderly conduct by passengers upon the car, he will render his conductor all assistance in his power.

10. He will not allow upon the front platform trunks or large packages that will interfere with the accommodation of passengers; and all articles left on the car must be given to the conductor at once. Passengers are not allowed to smoke on any part of the car.

11. Drivers will not be allowed to sit down while on duty at points specified in special rule in Superintendent's office, but must remain standing with full control over brake and horses.

12. Drivers, when appointed, are to serve as extras according to their turn; and should any driver be not on hand at the time appointed, as regulated by Rule 2, he will be placed at the bottom of the extra list. He will get his team from the Barn Foreman or his assistant, in the morning; assist in taking his car from the Car-House and placing it back. He will also assist in making the day changes of stock on the street, and will deliver his horses on the last trip to the proper authority at the stables, or into their own stalls, removing the harness and safely tying them before leaving.

13. Drivers of one-horse cars will use great care, and see that passengers deposit fare as provided for, and where passengers are inclined to be slow or dilatory, they will ring their bell as a signal. A close watch should be taken of prominent corners to enable all to ride who may wish to.

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14. It is expected that cars will be run on card time, and laying back for the purpose of infringing upon the rights of cars behind, and the consequent fast driving attending this, *will not be allowed under any circumstances.*

15. Every driver will be required to have a copy of these Rules and Regulations with him when on duty, and be found familiar with them. A wilful or careless violation of any of the above rules will be sufficient cause for discharge. Special Rules, in addition to the above, will be found posted on the Bulletin Boards in the Barn.

16. Any driver who may have been discharged for cause cannot be restored to duty except by special order of the Superintendent.

JOHN PRATT, *Supt.*

JUNE 1, 1880.